



Women, Infants and Children Program
Utah Department of Health
288 North 1460 West, PO Box 141013
Salt Lake City, Utah 84114-1013

INFORMATION MEMO

Memo #: WIC 2011-9-I

Date: May 12, 2011

Subject: Proposed Fiscal Year 2012 Policy and Procedures Manual

To: Local WIC Directors, Local WIC Clinic Staff, Health Officers,
Nursing Directors, WIC Advisory Board

From: Rick Wardle, Utah WIC Operations Coordinator

The fiscal year 2012 Policy and Procedures Manual (P&P) is now posted for public comment on the State WIC website at:
<http://www.health.utah.gov/wic/policyNextFY.php>.

Attached with this memo is a Word document entitled 2012 P&P Changes and Comments. The first column of this table describes changes that have been made to the P&P and the locations of each. In the Local Agency Comments column you may write your comments on the changes. If possible, please consolidate all staff comments onto one copy per agency and email them back to me at rwardle@utah.gov. We can accept your comments until June 16th, 2011.

Most policies and procedures that are being piloted with the VISION system are not included in the FY2012 P&P. These will be added for fiscal year 2013. A separate VISION Policy and Procedures manual will be used by all clinics from the time of VISION roll-out until the FY2013 Policy and Procedures Manual is approved. VISION policies and procedures are currently being tested and are subject to change. VISION policies will be presented at local WIC staff meetings in May and June. Your comments are welcome on these policies as well.

Please contact me if you have any further questions.

Thanks,

Rick Wardle

rwardle@utah.gov

(801) 538-6960